



AGENDA

CIVIL SERVICE COMMISSION CITY OF VALLEJO July 9, 2007 5:15 P.M.

CHAIR
Marc Fox

COMMISSIONERS
Frank Jackson
Donald Jordan
Connie Klimisch
Michael Preovolos

CITY HALL
CITY COUNCIL CHAMBERS
555 Santa Clara Street
Vallejo, CA 94590

RULES OF CONDUCT FOR ADDRESSING THE CIVIL SERVICE COMMISSION: Complete a "Request to Address the Civil Service Commission" card. After receiving recognition from the Chairperson please walk to the rostrum, state your name and address, and proceed to comment upon the agenda item you wish to discuss. No member of the audience will be called upon to address the Civil Service Commission on any subject during the time the members are discussing the item. Following the discussion and prior to a vote, the Chairperson will recognize any member of the audience who wishes to speak on the subject. Members of the public may comment on Consent Calendar items during Community Forum.



Requests for disability modifications or accommodations, aids or services may be made by a person with a disability to the Department of Human Resources no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. The Department of Human Resources may be contacted as follows:
Telephone: (707) 553-7211, FAX: (707) 648-5292 or e-mail: llofton@ci.vallejo.ca.us

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **ELECTION OF OFFICERS: PRESIDENT, VICE-PRESIDENT AND SECRETARY (PURSUANT TO RULE 2.2, OFFICERS AND ELECTIONS, OF THE CIVIL SERVICE COMMISSION RULES AND REGULATIONS)**
5. **WRITTEN COMMUNICATIONS**
 - A. RECRUITMENT AND CLASSIFICATION REPORT
 - B. STAFF REPORT – REGISTERS OF ELIGIBLES SET TO EXPIRE BEFORE NEXT REGULAR MONTHLY MEETING
6. **EXECUTIVE SECRETARY'S REPORT**
7. **CITY ATTORNEY'S REPORT**
8. **REPORT OF CHAIRPERSON AND COMMISSIONERS**

9. COMMUNITY FORUM

Those wishing to address the Commission on any matter for which another opportunity to speak is not provided on the Agenda but which is within the jurisdiction of the Commission to resolve may come forward to the podium during the "Community Forum" portion of the Agenda. The Community Forum shall be limited to three minutes per individual and five minutes for individuals representing groups.

10. CONSENT CALENDAR

All matters are approved under one motion unless requested to be removed for discussion by the Chairperson or Executive Secretary.

- A. APPROVAL OF AGENDA
- B. APPROVAL OF THE MINUTES OF THE JUNE 11, 2007 CIVIL SERVICE COMMISSION MEETING
- C. APPROVAL OF THE REGISTERS OF ELIGIBLES FOR CIVIL SERVICE POSITIONS
 - 1) Communications Operator I
 - 2) Communications Operator II
 - 3) Instrument Technician

RECOMMENDATION: Approve the Registers of Eligibles for the above listed Civil Service positions.

10. OLD BUSINESS

- A. DISCUSSION REGARDING THE FREQUENCY OF CIVIL SERVICE COMMISSION MEETINGS.

RECOMMENDATION: Information item only. No action will be taken.

11. NEW BUSINESS

12. COMMUNITY FORUM

13. ADJOURNMENT